

United Way of Hall County

Code of Ethics

The Mission of UWHC: *To improve lives by uniting the people, organizations and resources in our community resulting in a stronger, safer and healthier Hall County.*

United Way is synonymous with charitable service. The general public associates the United Way name with thousands of worthy causes all over the country. Indeed, for many people United Way is their primary method of philanthropy.

Since 1948, first the Community Chest and then United Way of Hall County has earned public trust, nurtured by years of ethical, honest and responsible charitable service. The continued success of United Way of Hall County depends upon the ethical conduct of its employees, volunteers and representatives.

United Way of Hall County employees, volunteers and representatives should lead the way for other non-profit organizations by their high standards of performance, professionalism, volunteer and charitable activities, and ethical conduct.

This Code of Ethics is the policy of United Way of Hall County and expresses fundamental values. Accordingly, this Code guides the conduct of all employees, volunteers and representatives of UWHC, and is intended to foster an environment that promotes ethical conduct. In carrying out their responsibilities all UWHC employees, volunteers and representatives shall:

- Interact with others without regard to race, color, religion, sex, age, national origin or disability. (In accordance with Georgia law governing non-profits)
- Strive to create an environment conducive to professionalism.
- Make every reasonable effort to ensure that the volunteers and staff broadly reflect the diversity of Hall County.

VOLUNTEER DEFINED

A volunteer is defined as an individual recruited for tasks within the organization structure.

PERSONAL INTEGRITY

A personal commitment to integrity benefits each individual as well as the organization. UWHC employees, volunteers and representatives shall:

- Respect and seek the truth and avoid misrepresentations
- Ensure fairness and objectivity in all activities
- Maintain high standards of professionalism

- Honor the right of privacy of all people, including co-workers, investors and beneficiaries
- Promote public confidence in philanthropic institutions

ACCOUNTABILITY AND EFFICIENCY

UWHC has responsibilities to its community, which includes UWHC partner agencies and funded programs, investors and other stakeholders. To uphold this trust, UWHC employees, volunteers and representatives shall:

- Make full and fair disclosure of all relevant information
- Invest contributed money wisely, efficiently and objectively

RESPONSIBILITIES TO VOLUNTEERS

Volunteers who serve UWHC through its Board of Directors, or otherwise, are crucial to the success of UWHC. In order to assist volunteers to serve effectively and ensure they obtain satisfaction from their service, UWHC employees, volunteers and representatives shall:

- Support volunteers so they can perform to the highest level of their ability and personal satisfaction.
- Treat all volunteers with fairness, equity and respect, providing appropriate mechanisms for their views and interests to be expressed.
- Involve volunteers at appropriate levels and phases in the decision-making process.
- Assist in the development and the understanding of the roles of volunteers and employees, respectively; set clear standards of performance for volunteers and appropriately recognize their contributions.

CONFIDENTIAL INFORMATION

Confidentiality is a hallmark of professionalism. UWHC employees, volunteers and representatives shall:

- Ensure that all confidential information is privileged and that which is not publicly available is not disclosed inappropriately.
- Ensure that all non-public information of other persons or firms acquired by UWHC personnel in dealing with outside firms on behalf of UWHC is treated as confidential and not disclosed.

Ethics Officer

The Chair Elect of the Board will serve as the Ethics Officer for UWHC. The Ethics Officer will help the Board and management implement and realize the values and standards articulated in the UWHC's Code of Ethics.

Adopted by the Board of Directors – April 21, 2006